

Chief, Services Branch

January 9, 1948

Chief, FBIS

Report of Equipment Damaged in Transfer

1. Of eight Dictaphone Recording machines, Model A-2, delivered in December, 1947 to Briggs School Building in partial satisfaction of requisition number 5708, dated 19 June 1947, two were damaged, apparently as the result of having been up-ended in handling between the warehouse and this building. One of the two damaged machines has been repaired by the Dictaphone Corporation service man, but he recommends that the other be returned to the factory for rebuilding.

2. It is requested that the machine bearing serial number 646007 be picked up from Room 204, Briggs School Building, for return to the factory, and replaced by a new machine. The covering property Turn-in Slip is attached.

3. It is recommended that personnel handling this equipment in the future be warned of its fragility.

PKE:bhr

L. K. WHITE
Chief, FBIS

cc: Chief, Communications Branch

cc: Admin. Officer

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